



TECHNICAL COMMITTEE MEETING

MINUTES

11 August 2023 at 10:00 am

To be held at Unit 37 / 5 Keane Street, Midland

WSFN Office – 37/5 Keane Street MIDLAND 6056



We are here

Parking Options

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First 2 hours are free, thereafter paid. Ensure parking ticket on dash
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3. Stafford Street (search Quest Midland, parking at back of hotel)
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Minimum 2 hours

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1.0 OPENING – RECORD OF ATTENDANCE

The Chairperson of the Technical Committee opened the meeting at 10:05 am, welcomed everyone and read the record of attendance.

1.1 Present

John Nuttall	Program Director – Non-Voting	WSFN Chairperson
Peter Hall	Program Manager – Non-Voting	WSFN
Racelis Rose	Executive Officer (for the Minutes)	WSFN
Craig Robertson	Voting Member	Kellerberrin Subgroup
Judd Hobson	Voting Member	Lakes Subgroup
Gary Sherry	Voting Member	Hotham-Dale Subgroup
Geoff McKeown	Voting Member	Shire of Williams
Vacant	Voting Member	Avon Subgroup
Allister Butcher	Non-Voting Member	Moora Subgroup
Rod Munns	Non-Voting Member	Northeast Subgroup
Allison Hunt	Local Government Interface Manager – Non-Voting	Main Roads WA

1.2 Apologies

David Holland Voting Member Roe Subgroup

1.3 Observers / Visitors

Glenn Briggs Non-Voting Member

2.0 DECLARATIONS OF INTERESTS (Financial / Impartiality / Proximity)

Allister Butcher submitted a Declaration of Conflict of Interest (Financial) on Item 4.2 – Variation – Shire of Merredin as Allister is currently engaged by the Shire of Merredin to undertake contracted works.

Geoff McKeown submitted a Declaration of Conflict of Interest (Impartiality) on Item 9.0 – Shire of Williams – York/Williams Road as Geoff is the Chief Executive Officer for the Shire of Williams.

3.0 CONFIRMATION OF PREVIOUS MINUTES OF MEETING

Correction to the Minutes of Meeting dated 02 May 2023:

RESOLUTION TC2023/05-004

That the Shire of Kulin request for asphalt be approved.

Variation of 22/23 project, request to asphalt intersections of 101 gate (8.86) and Stock Rd (9.04) with Rabbit Proof Fence Rd, quoted at \$89,116 ex GST nil variance to the approved budget required.

MOVED: Craig Robertson

SECONDED: David Holland

CARRIED: 3/0

RESOLUTION TC2023/08-007

That the Minutes of the Technical Committee meeting held on 02 May 2023 be confirmed as a true and accurate record of the meeting.

MOVED: Judd Hobson

SECONDED: Craig Robertson

CARRIED: 4/0

4.0 VARIATIONS

Item 4.1	Variation – Shire of Dalwallinu
Date of Report	01 August 2023
Author	Mr Peter Hall – Program Manager
Attachments	Email from Manager Works & Services, Shire of Dalwallinu dated 01 August 2023
Senior Officer	Mr John Nuttall – Program Director

Background

In June 2023, the WSNF was notified by The Shire of Narembeen that the clearing permit required for the 23/24 works would not be released in time and the request was to defer these works 12 months. Narembeen will have no works in the WSNF year 5 - 2023 2024.

WSNF determined that the \$1.3M allowed in the PPR plus known available surplus should be programmed to be delivered.

Consultation

WSNF looked at the delivery plan for possible projects that could be brought forward. The Shires of Dalwallinu and Moora had projects that met WSNF requirements.

The Shire of Moora was unable to bring any work forward as they were at capacity and their development works were not yet complete.

The Shire of Dalwallinu proposed two projects.

Proposal

WSNF is looking at bringing forward the two projects proposed by The Shire of Dalwallinu as follows.

Road	Start	Finish	Length	Scope	Route	Budget
Bell	24.25	27.81	3.56	Polycor existing, import 200mm gravel, mix, compact and seal to 8m	Jurien Bay to Dalwallinu	\$856,180
Dalwallinu Kalannie	46.09	49.64	3.55	Extend Culverts, minimal clearing, widen pavement to 10m, import 150mm basecourse, wet mix, compact and two coat seal to 8m	Dowerin to Dalwallinu	\$802,300

Financial Implications

The two projects are expected to use approx. \$400,000 of the current surplus the rest will come from the reallocation of the Shire of Narembeen project funds.

Risk Assessment

If the WSNF does not commence utilisation of surplus funding then the 2026 existing fund acquittal given to Main Roads, the State and Federal governments will be in jeopardy.

Comment

Expending the funds, we have been provided with is vital in our goal to obtain future funding. Accordingly, when a Shire is unable to meet a commitment to undertake works in a particular year it is important that alternative projects are found to utilise the funds.

Officer Recommendation

That:

- A. The Technical Committee recommends that the Steering Committee approve the deferral of Narembeen project on the Narembeen Kondinin Rd at 8.2 slk for a value of \$267,697.
- B. The Technical Committee recommends the two projects (Bell Road 24.25 to 27.81 and Dalwallinu Kalannie Road 46.09 to 49.64) be approved for construction in the 2023 2024 program.

RESOLUTION TC2023/08-008

- A. The Technical Committee recommends that the Steering Committee approve the deferral of Narembeen project on the Narembeen Kondinin Rd at 8.2 slk for a value of \$267,697.
- B. The Technical Committee recommends the two projects (Bell Road 24.25 to 27.81 and Dalwallinu Kalannie Road 46.09 to 49.64) be approved for construction in the 2023 2024 program. Total Value of \$1,658,480.
- C. Funding will come from the Narembeen deferral (\$1.3 million) and the balance of \$358,480 comes from the current surplus.

MOVED: Judd Hobson
SECONDED: Craig Robertson
CARRIED: 4/0

Allison Hunt from Main Roads WA arrived and joined the meeting at 10:16 am.

Before the item was discussed, the Chairperson brought to the attention of the committee that Allister Butcher submitted a Declaration of Conflict of Interest (Financial) on Item 4.2.

Allister Butcher is currently engaged by the Shire of Merredin to undertake contracted works.

Allister Butcher left the meeting room at 10:17 am.

Item 4.2	Variation – Shire of Merredin
Date of Report	01 August 2023
Author	Mr Peter Hall – Program Manager
Attachments	a) Email from Allister Butcher dated 01 August 2023 b) Merredin/Narembeen Road Program Proposed Amendment 20230801
Senior Officer	Mr John Nuttall – Program Director

Background

The Shire of Merredin delivered the 20/21 program then during a review of future works discovered that the program needed some adjusting. There were sections that needed upgrading which were not on the program, and others had parts that were programmed for work but had not degraded as predicted by the original author.

WSFN allowed the Shire time to complete a full review and the new proposed program was approved by the Committees. There was at that time one stipulation and that was the budget impact had to be neutral. Unfortunately, the result of these changes was a disjointed program. The Shire of Merredin did not complete any works at the start of the Merredin-Narembeen Road in 2021 or 2022, but started works in Quarter 1 2023.

Consultation

No consultation was needed.

Proposal

Please see the PDF attachment *“Proposed Amendment to Shire of Merredin WSFN program”*

Financial Implications

There is a \$314,742 difference between expenditure as proposed in the original versus the new program and this will result in a surplus.

It needs to be remembered that the budget numbers were developed in Quarter 4 2021 and have not been adjusted since so some of the funds may be needed to cover escalation.

Risk Assessment

It is far better to have works of the same or similar nature completed at the same time reducing mobilisation, poor joins and presenting a single work site to the road user.

Comment

Merredin has delivered 95% of the 2021 works and are now in a break whilst the specialist contractors go to another client, recommencement of works is programmed for early September.

RESOLUTION TC2023/08-009

That the Technical Committee recommends the Merredin program revision be approved.

MOVED: Craig Robertson
SECONDED: Geoff McKeown
CARRIED: 4/0

Allister Butcher returned to the meeting room at 10:23am and was advised of the outcome of the discussion on this matter.

Item 4.3	Variation – Shire of Wandering
Date of Report	01 August 2023
Author	Mr Peter Hall – Program Manager
Attachments	Letter from the Shire of Wandering
Senior Officer	Mr John Nuttall – Program Director

Background

The Shire of Wandering are in year 2 of the development phase for works on North Bannister-Wandering Road. WSN had previously highlighted that this road would have some difficulties in achieving the WSN specs due to the large amount of vegetation on the road verge.

Consultation

During survey and design, it was discovered that the footprint would be hard to achieve due to vegetation and some water intersection diversion drains close to the edge of the road seal. Drainage was a concern as the culverts were identified to have ponding and had some structural damage evident.

Proposal

The Shire of Wandering are proposing to complete a preconstruction project with the view to reduce the time impact on the full construction crew and avoid trying to get too much completed in the same year.

The Shire of Wandering identified a package of works that would be able to be delivered in house and allow the construction works to proceed unimpeded.

Financial Implications

A project budget of **\$1,000,000** would need to be funded from the surplus funds in the holding account.

Risk Assessment

If these works do not go ahead, they will need to be completed next year and this would have the potential for any construction works to be pushed back 12 months as there would be not enough time to complete both.

The surplus funds need to be utilised by the end of 2026 for WSN to meet the obligations as advised to Main Roads, the State and Federal governments.

Comment

Nil

Officer Recommendation

That the Technical Committee recommends that the Shire of Wandering be granted the addition project of pre-Construction works on the North Bannister – Wandering Road between 9.10 to 13.67 at a value of \$1,000,000.

RESOLUTION TC2023/008-010

That the Technical Committee recommends that the Shire of Wandering be granted the addition project of pre-Construction works on the North Bannister – Wandering Road between 9.10 to 13.67 at a value of **\$1,028,161**.

MOVED: Geoff McKeown
SECONDED: Gary Sherry
CARRIED: 4/0

5.0 MULTI CRITERIA ANALYSIS (MCA)

Item 5.1	MCA – Gravel Roads 2023
Date of Report	01 August 2023
Author	Mr Peter Hall – Program Manager
Attachments	MCA Analysis – June 2020
Senior Officer	Mr John Nuttall – Program Director

Background

There were three original route/road selection criteria as follows:

To provide guidance on identification of the proposed collector roads:

- Each route must connect to the Main Roads network,
- Each Sub-Group must identify no more than 10 collector routes,
- Parallel collector routes must be at least 20km apart.

A look at the map quickly demonstrates that this was not adhered to.

Further criteria were introduced, as follows:

- Listed on roads 2030.
- Regional Distributor that connects Regional Centres or a Regional Freight Depot
- Parallel routes not to be closer than 20km apart.
- Route not to duplicate or replace existing transport routes.
- Recent increases in Regional Freight

These were not adhered to either.

In June 2020, the Steering Committee approved two (2) further criteria, as follows:

- Routes with significant unsealed sections deems not to be eligible for Priority 1 listing and be given an “unsealed condition” rating of 1.
- Consideration be given to inclusion of number of Shires that each route transgresses into MCA criteria:
 - Ranking 1 = 1 Shire
 - Ranking 2 = 2 Shires
 - Ranking 3 = 3 Shires
 - Ranking 4 = 4 Shires
 - Ranking 5 = 5 or more Shires

Only one of these was completed and the route prioritisation adjusted.

Consultation

Nil

Proposal

Whilst routes with unsealed sections was not approved for Priority 1 listing in the MCA review, a discussion needs to be held on how the WSFN is going to treat gravel roads in the future for the following reasons:

- An unsealed route part or whole skews two of the five MCA assessment criteria. i.e., seal width and TSD
- The ARRB TSD equipment cannot assess gravel or unsealed roads.
- General consensus is that if a road in 2023 is not sealed yet, then it has a very low priority for the Shire and therefore WSFN should consider the same, with the potential for some exceptions.

Risk Assessment

The predominant risk is that the WSFN gives funding to a route or road that cannot be assessed on a level playing field.

Comment

Looking at the map structure north of Great Eastern Highway, the routes are structured and all except one route meets all the criteria. South of Great Eastern Highway is a very different story.

Officer Recommendation

That the Technical Committee discusses assessment of gravel roads.

RESOLUTION TC2023/08-011

All gravel roads to be given the following values in the MCA process:

Seal width equals 1. TSC equals 1.

With all gravel roads to be flagged for further review.

MOVED: **Geoff McKeown**
SECONDED **Craig Robertson**
CARRIED: **4/0**

<u>Action Item:</u> <i>Technical Committee to review the list of roads e.g., categories - separate sealed gravel roads from non-sealed gravel roads.</i>

Item 5.2	MCA – KSI 2023
Date of Report	01 August 2023
Author	Mr Peter Halll – Program Manager
Attachments	Nil
Senior Officer	Mr John Nuttall – Program Director

Background

At the Technical Committee meeting in May, it was proposed to investigate the use of Main Roads Crash Maps and Road View to assess each section of road with a safety audit and give it a safety score instead of using KSI which is a little random and may not have the road as a causal factor.

Consultation

Crash maps and discussion with Main Roads safety indicated that whilst the proposal was achievable, it would be very time consuming, and accuracy would be questionable due to view using a video and likelihood of missing items.

The Road View system, Main Roads Safety felt that the camera would not give the whole picture and items could be missed or misinterpreted, it was relying on the user having a good knowledge of the roads.

Per Sauer who constructed the original MCA, took on board the perceived randomness of the KSI metric but said that the greater the amount of time that the statistics were available, and the road lengths being used start to have a negative impact on the randomness and the numbers become much more valid.

The latest available data is for 5 years, the first MCA had only 2 years of data.

It would be far easier to swap the KSI data new to old than rewrite the system for a different data source.

Proposal

The WSNF is proposing to swap the old KSI data for the new.

Financial Implications

Nil.

Risk Assessment

The time taken to implement a different system would put at risk the timely review of the MCA.

Comment

Nil

RESOLUTION TC2023/08-012

That the Technical Committee recommends that the Steering Committee directs the WSN to adopt the greater KSI data and swap the new for old.

MOVED: Gary Sherry
SECONDED: Judd Hobson
CARRIED: 4/0

Item 5.3	MCA – Percentage (%) Weightings
Date of Report	01 August 2023
Author	Peter Hall – WSNF Program Manager
Attachments	Pracsys Technical Report
Senior Officer	Mr John Nuttall – WSNF Program Director

Background

Application of Weightings

The weightings applied to each set of MCA data must be reflective of the actual need for upgrade/repair works. At a high level, the need for the works stems from:

1. The current condition of the route and how far this is from an ideal standard.
2. How much the route will be utilised, primarily by heavy vehicles.

Anecdotal feedback to-date has been that heavy vehicles generally choose routes based on travel time, irrespective of road condition. The result being that particular routes will quickly deteriorate if they are not maintained to a high standard – at significant cost to the affected Local Government. As an initial base, it is therefore proposed that Condition and Utilisation categories collectively each receive equal weightings of 50%. This initial system is illustrated below:

Category	Suggested Category Weighting	Data Sets	Individual Weighting
Condition	50%	KSI Rate Seal Width Pavement Width TSD	To be developed (Sum to 50%)
Utilisation	50%	ADT EDA	To be developed (Sum to 50%)

Under this system, a highly utilised route in moderate condition may be prioritised over a route that is in poor condition but is seldomly used. In refining and finalising the MCA weightings, agreement will need to be reached on what weightings approach will achieve the best value-for-money considering the root causes of costs and the expected future utilisation of each route.

The final percentages that were utilised for the original MCA are:

Criterion Weighting Calculation

Utilisation			Benefits			Condition		
50%			Importance Scores			50%		
ESA	Proportion	Final Weight	Productivity	Final Weight	Proportion	Underwidth		
70	70%	35%	50	25%	50%	55		
			Crash	14%	27%	KSI		
			25			30		
			Preservation	11%	23%	TSD		
ADT	30%	15%	20			25		
			User Exp.					
			5					

Consultation

Pracsys developed the original MCA and provided a Technical Report – attached.

Proposal

That the Technical Committee review the existing percentage weightings and determine if they are still relevant or are required to be changed for the new MCA review.

If the determination is that they need to change, then the Technical Committee is requested to determine what they should be.

This action should be completed before the assessment data is entered so that there is no temptation to adjust the weightings to support a particular outcome.

Financial Implications

Nil impost is expected as the MCA is only relevant to prioritising future construction works.

Risk Assessment

The original MCA is 4 years old and will be 5 by the time the review is completed.

In that time, the 5-assessment metrics have increased, degraded, ground truthed and more accurate data is available, so this extra information should be included.

WSFN is making an application to commute towards a rolling program so demonstration of a review process is critical.

Comment

The Pracsys Technical Report is attached.

Officer Recommendation

That the Technical Committee discuss the MCA Weightings Percentage application.

RESOLUTION TC2023/08-013

That the Technical Committee recommends that the Steering Committee adopt the following MCA Criterion Weighting calculations:

Utilisation		Benefits				Condition
60%		Importance Scores				40%
ESA	Proportion	Final Weight	Productivity	Final Weight	Proportion	Under width
70	70	35%	50	25%	50%	30
			Crash	14%	27%	KSI
			25			20
			Preservation	11%	23%	TSD
ADT	30	15	20			50
30			User Exp			
			5			

MOVED: Craig Robertson
SECONDED: Gary Sherry
CARRIED: 4/0

6.0 PRE-APPROVED ASPHALT INTERSECTION

Item 6.0	Pre-approved Asphalt Intersections
Date of Report	01 August 2023
Author	Mr Peter Hall – Program Manager
Attachments	Pre-approved Asphalt Intersections List
Senior Officer	Mr John Nuttall – Program Director

Background

An action item from the May 2023 Technical Meeting was to build a List of Preapproved Intersections for variance in surface treatment.

Consultation

Nil

Proposal

WSFN has built the spreadsheet and it covers thus far only the current funded routes. Some intersections need to be ground trothed.

WSFN default position is *“Asphalt needs to be requested during the development phase for inclusion into the scope of Construction.”*

An intersection that currently has asphalt will generally receive approval unless it is demonstrated that the need for asphalt is no longer valid.

A discussion is sought to ensure that the spreadsheet is fit for purpose.

Risk Assessment

It was identified that intersections had previously been asphalted when it perhaps was not required, and a more robust system was needed to ensure that money is not spent without being valid.

Comment

Nil.

RESOLUTION TC2023/08-014

That the Technical Committee recommends Steering Committee endorses and approves for use and publication on the WSFN website the Pre-approved Asphalt Intersection list.

MOVED: Judd Hobson
SECONDED: Craig Robertson
CARRIED: 4/0

7.0 PROJECT REPORTING REQUIREMENTS

Item 7.0	Project Reporting Requirements
Date of Report	01 August 2023
Author	Mr Peter Halll – Program Manager
Attachments	Nil
Senior Officer	Mr John Nuttall – Program Director

Background

WSFN projects have a fixed scope and budget with a separate contingency. Variations are allowed via a request and an evidence-based system emulating the Australian Standard 2124 contractual arrangements.

Consultation

Nil

Proposal

The WSFN has had a large increase in requests for variation where it was apparent that the shire would or should have known about a potential issue and has not recorded nor reported it.

With the rapid review and improvement in the WSFN systems there probably exists some confusion as to exactly what, when, why and how is to be reported.

Discussion is sought to determine reporting parameters.

Some initial points would be:

- Time overruns
- Cost overruns
- Extra works or reduction in works, scope changes
- Rate changes, either rise and fall or due to escalation or other pressures.

Risk Assessment

When WSFN converts to a rolling program it will be critical that budget impacts are known and reported early.

The primary risk being that Shires who get the work completed will have an advantage over those that commence late, and the pot might not be able to cover one or more variations. The impact of this could leave a Shire exposed financially and having to carry a loss until it can be resolved months later.

It also exposes the WSFN to scrutiny that there is limited control over the program.

Comment

Nil

Officer Recommendation

That the Technical Committee recommends the Steering Committee approve the reporting requirements as documented.

RESOLUTION **TC2023/08-015**

That the Project Management Team prepare a proposal of reporting requirements to be considered at the next Technical Committee meeting.

MOVED: **Gary Sherry**
SECONDED: **Geoff McKeown**
CARRIED: **4/0**

Action Item: *A proposal of reporting requirements to be prepared by the Project Management Team and presented in the next Technical Committee meeting.*

8.0 TECHNICAL COMMITTEE MEMBERSHIP

Item 8.0	Technical Committee Membership
Date of Report	1 August 2023
Author	Mr John Nuttall -Program Director
Attachments	Nil
Senior Officer	Mr John Nuttall – Program Director

Background

The Technical Committee is filled via each Sub Regional Road Group (SRRG) providing a member and a proxy.

Consultation

Nil.

Proposal

That correspondence be sent to each Sub Regional Road Group reminding them about the process for electing their WSFN representative and proxy. Additionally, the Program Director seek an invitation to each Sub Regional Road Group to attend their first meeting following the council elections in order to highlight the work of the WSFN and the need for members to be appointed to the committees.

Financial Implications

Nil as a result of this report – the costs of the Technical Committee are built into the Program Management costs.

Risk Assessment

There is a risk if the Technical Committee membership is not full that the wide range of views, skills and knowledge anticipated to be offered by the committee will not be available.

Comment

It is vital that the Technical Committee have a full membership, and proxies to cover for members absence. As there have been some vacancies for a little time and with council elections upcoming (which will mean all committee memberships lapse and are to be refilled) it is an opportune time to correspond with all Sub Regional Road Groups and ensure that all positions are filled.

RESOLUTION TC2023/08-016

The information is provided for noting.

MOVED: **Judd Hobson**
SECONDED: **Craig Robertson**
CARRIED: **4/0**

Before this item was discussed, the Chairperson brought to the attention of the Committee that Geoff McKeown submitted a Declaration of Conflict of Interest (Impartiality) on Item 9.0 – Shire of Williams – York/Williams Road.

Geoff McKeown is the Chief Executive Officer of the Shire of Williams. As the declaration is Impartiality, there was no need for Geoff to leave the meeting room.

9.0 SHIRE OF WILLIAMS – YORK WILLIAMS ROAD

Item 9.0	Shire of Williams – York Williams Road
Date of Report	04 August 2023
Author	Mr Peter Hall – Program Manager
Attachments	<ul style="list-style-type: none"> • Letter from the Shire of Williams dated 11 May 2023 • Metro Count Traffic Executive Class Speed Matrix • Summary Crash History
Senior Officer	Mr John Nuttall – Program Director

Background

The York-Williams route was removed as part of the route rationalisation that occurred at some point in 2019/2020. The reasoning given was that the York-Williams Route was a duplication of state routes, i.e., Albany Highway, Great Southern Highway, and the Narrogin Williams Road.

A meeting was held with some affected LG's, the outcome of which York-Williams Route was removed, and more support given to North Bannister to Narrogin and Wandering to Aldersyde.

The Shire of Williams was not invited to that meeting and had no input in the decision. It became aware of the removal of the route during a presentation to a Wheatbelt South Regional Road Group. Since that time, the Shire has made several attempts for the reinstatement of part of the route, providing traffic counts and a detailed condition report.

The Technical Committee has considered this item previously and asked for more information that being traffic counts, agreement from Wandering and rationalisation against the route road selection criteria.

Consultation

Wandering has provided traffic counts and agreement for consideration to add the requested section of York Williams.

Williams have provided traffic counts and a letter responding to selection criteria.

Financial Implications

It is anticipated that there will be Nil in the current funds.

Proposal

Williams' request is for the last 27km of the York - Williams. This section joins the WSNF route Wandering-Narrogin and the State route of Albany Highway.

WSNF proposes to add the section as requested and include in the upcoming MCA review, for the following reasons.

- The other sections of the York Williams do not meet the parallel criteria and have been agreed to be removed by all the impacted Shires, including York which then had no roads in the WSNF network.
- The only other path for RAV vehicles is through Narrogin who will not allow through town, the proposed bypass is decades away.
- Existing high counts of heavy traffic.
- Has High Crash history, indicating a large KSI

Risk Assessment

There is a risk that the other shires will request the addition of their section of the York Williams, however this would require and review of the selection criteria and therefore they would receive a lower rating than the existing routes or roads.

Comment

This item needs to be resolved; no road should come off the network because once the WSNF becomes a rolling program then with expedient management towards the end other roads will be added to the benefit of the Wheatbelt Region

RESOLUTION TC2023/08-017

That the Technical Committee recommends that the Steering Committee reinstate the section of York Williams as requested by the Shire of Williams.

MOVED: **Judd Hobson**
SECONDED: **Craig Robertson**
CARRIED: **3/1**

10.0 DISCUSSION – NATIVE TITLE

The Chairperson stated that it is not necessary for the Committee to discuss this item because of the recent development announced by the State government regarding the native title.

11.0 CLOSURE

The Chairperson announced that the next Technical Committee meeting will be held in three (3) months' time, date to be determined at a later stage.

There being no further business to discuss, the Chairperson closed the meeting at 12:55 pm.